#### INDIANA COMMISSION ON PROPRIETARY EDUCATION

Board of Commissioners Meeting Memorandum

Date: November 8, 2005

**From:** Rebecca Carter, Director of Regulatory Compliance

**Subject: NORTHWOOD UNIVERSITY - INDIANAPOLIS** 

**NEW DEGREE APPLICATIONS** 

#### **Staff Recommendation**

The commission staff recommends that Northwood University - Indianapolis be granted the authority to award the following degrees in the programs listed below:

AA – Accounting BBA – Accounting

### **Background Information**

The North Central Association of Colleges and schools (NCA) accredits Northwood University - Indianapolis

The Associate of Arts in Accounting degree program is comprised of 90-quarter credit hours of training, a minimum of 50% of the courses are in the Specialty and a minimum of 35% of the remaining courses are in liberal arts and; the faculty meet the stipulated criteria in 570 IAC 1-10.1-4 Associate of Arts criteria.

The Bachelor's in Business Accounting degree is comprised of 180-quarter-credit hours of training. All faculty members hold a minimum of a master's degree or above.

#### **Supportive Documentation**

- 1. Degree Application
- 2. Instructor Qualification Record Forms

# INDIANA COMMISSION ON PROPRIETARY EDUCATION

### **DEGREE APPLICATION**

(New or Renewal program)

Name of Institution Northwood University

Name of Program <u>Accounting</u>

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) AA

Name of Person Preparing this Form Stanley J. Osweiler

**Telephone Number** 317-841-1490

**Date the Form was Prepared** September 27, 2005

I. <u>PROGRAM OBJECTIVES</u>: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.

The Accounting Program represents a new major – not a new degree - for the existing Northwood AA and BBA degree programs in the state of Indiana. It is part of the standard Northwood accelerated program for adult learners in Indiana, and will represent an additional educational opportunity for those who wish to purse either an Associate's Degree (Major-Accounting) or a Bachelor's Degree (Major-Accounting).

As with the existing Northwood program, this new offering will be quarter-based, with four, twelve-week term starts per year (January, April, July and September). Ninety quarter credit hours are required to earn the Associate's Degree (detailed below), and one hundred and eighty quarter credit hours are required to complete the Bachelor's Degree (detailed below).

Like the existing Northwood program, all instructors in the offering are required to have secured a minimum of a Master's Degree, from a regionally-accredited college or university. Core course requirements include an especially comprehensive array of introductory and advanced professional level offerings in appropriate disciplines, including – but not limited to – Accounting, Economics, Business Law, Marketing, Management, Composition, Humanities, Finance, Communications, Government, Ethics, International Business, and an assortment of student chosen elective courses. A course roster is shown on the following page.

II. <u>PROGRAM STRUCTURE</u>: List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PROGRAM: Accounting TOTAL CREDIT HOURS: AA - 90 Designate: QUARTER HOURS: X or SEMESTER HOURS: \_\_\_\_\_ LENGTH OF PROGRAM: 18 to 30 months, depending upon degree program and class load chosen by student. TUITION: \$190.00 Per Credit Hour ASSOCIATE'S DEGREE (AA) PROGRAM AA SPECIALTY AND GENERAL BUSINESS CORE COURSES: Course Course Credit Number Title Hours Principles of Accounting I ACC 221 ACC 222 Principles of Accounting II ACC 223 Principles of Accounting III 4 ECN 221 Principles of Microeconomics Principles of Macroeconomics ECN 222 LAW 201 Business Law I MGT 230 Principles of Business Management 4 MIS 110 Introduction to Applications 4 MKT 208 Principles of Marketing Philosophy of American Life and Business PHL 110 4 ACC 311 Intermediate Accounting I 4 ACC 312 Intermediate Accounting II ACC 313 Intermediate Accounting III 4 MTH 209 Algebra I 4 SUBTOTAL ASSOCIATE'S DEGREE CREDIT HOURS 56 AA GENERAL EDUCATION AND ELECTIVE COURSES: ENG 121 Composition I 4 ENG 122 Composition II ENG 123 Composition III HUM 201 General Humanities SPC 205 4 Speech Communication I PSY 103 Personality and Adjustment 4 Student-selected Electives 10 SUBTOTAL ASSOCIATE'S DEGREE CREDIT HOURS 34 ASSOCIATE'S DEGREE (AA) TOTAL HOURS FOR GRADUATION: Specialty and General Business Core Courses 56 General Education and Elective Courses TOTAL 90 Number of Credit/Clock Hrs. in Specialty Courses: 56 / Percentage: 62.2%

Number of Credit/Clock Hrs. in General Courses: 34 / Percentage: 37.7%

If applicable:

Number of Credit/Clock Hrs. in Liberal Arts Courses: / Percentage:

# INDIANA COMMISSION ON PROPRIETARY EDUCATION

### **DEGREE APPLICATION**

(New or Renewal program)

Name of Program Business Administration

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) BBA

Name of Person Preparing this Form Stanley J. Osweiler

Telephone Number 317-841-1490

II. PROGRAM STRUCTURE: List all courses in the program. Indicate course name, number, and number of credit hours or clock hours for each course.

NAME OF PROGRAM: Business Administration

TOTAL CREDIT HOURS: BBA - 108 Designate: QUARTER HOURS: \_\_\_X\_ or SEMESTER HOURS: \_\_X\_ or SEMESTER HOURS: \_\_\_X\_ or SEMESTER HOURS: \_\_\_X\_ or SEMESTER HOURS: \_\_X\_ or SEMESTER HOURS: \_\_\_X\_ or SEMESTER HOURS: \_\_\_X\_ or SEMESTER HOURS: \_\_X\_ or SEMESTER HOURS: \_\_X\_

### **BACHELOR'S DEGREE (BBA) PROGRAM:**

#### BBA SPECIALTY AND GENERAL BUSINESS CORE COURSES:

			Course	Course
Credit				
<u>Number</u>	<u>Title</u>	<u>Hours</u>		
ACC 221	Principles of	Accounting I	4	
ACC 222		Accounting II	4	
ACC 223	Principles of	Accounting III	4	
ECN 221	Principles of	Microeconomics	4	
ECN 222	Principles of	Macroeconomics	4	
LAW 201	Business La	w I	4	
MGT 230	Principles of	Business Management	4	
MIS 110	Introduction	to Applications	4	
MKT 208	Principles of	Marketing	4	
PHL 110	Philosophy of	of American Life and Business	4	
ACC 311	Intermediate	Accounting I	4	
ACC 312	Intermediate	Accounting II	4	
ACC 313	Intermediate	Accounting		<u>4</u>
MTH 209	Algebra I		4	
FIN 301	Financial Ma	anagement	4	
MGT 310	Human Res	ource Management	4	
MGT 312	Applied Man	agement	4	
MGT 479	Seminar I: C	urrent Topics in Management	4	

MGT 480	Seminar II: Strategic Planning	4
ACC 302	Cost Accounting	4
ACC 321	Applied Accounting	2
ACC 350	Taxation I	4
ACC 360	Taxation II	4
ACC 401	Auditing	
ACC 405	Accounting Information Systems	4
ACC 422	Advanced Accounting I	4
ACC 423	Advanced Accounting II	4
	SUBTOTAL BACHELOR'S DEGREE CREDIT HOURS	106
BBA GENE	RAL EDUCATION AND ELECTIVE COURSES:	
ENG 121	Composition I	4
ENG 122	Composition II	4
ENG 123	Composition III	4
HUM 201	General Humanities	4
SPC 205	Speech Communication I	4
PSY 103	Personality and Adjustment	4
ECN 400	International Trade	4
ENG 301	Communication and Interpersonal Relations	4
ENG 320	Report Writing	4
HIS 402	Contemporary World Issues	4
MTH 333	Statistics	4
NSC 401	Environmental Science	4
PHL 301	Business Ethics	4
SOC 301	World Culture and Customs	4
	Student-selected Electives	18
	SUBTOTAL BACHELOR'S DEGREE CREDIT HOURS	74
BACHELOR	'S DEGREE (BBA) TOTAL HOURS FOR GRADUATION:	400
	0 '' 10 15 ' 0 0	
	Specialty and General Business Core Courses General Education and Elective Courses	106 74

Number of Credit/Clock Hrs. in Specialty Courses: 106 / Percentage: 58.8%

Number of Credit/Clock Hrs. in General Courses: 74 / Percentage: 41.1%

If applicable:

Number of Credit/Clock Hrs. in Liberal Arts Courses: / Percentage:

# III. <u>LIBRARY</u>: Please provide information pertaining to the library located in your institution.

### 1. Location of library; Hours of student access; Part-time, full-time librarian/staff:

All Indiana-based Northwood University students have full access (24/7) to the extensive specialty and general library facilities on the main campus, either in person or via the internet. The library is managed by and through a full-time staff of professionals, and a support staff of student workers.

### 2. Number of volumes of professional material:

3. Number of professional periodicals subscribed to:
4. Other library facilities in close geographical proximity for student access:
All Indiana-based Northwood University students are provided with location and hours-of- operation information for every known campus and municipal library facility in the immediate area of his or her Northwood teaching center.
If you have any questions pertaining to the required standards for degree granting approval, please refer to 570 IAC 10.
Doc.: degreapp

IV. FACULTY: Attach completed Instructor's Qualification Record for each instructor.
\*\*Include all supporting documentation pertaining to the qualifications of each instructor.

Total # of Faculty in the Program:	24	Full-time:	Part-time:	Χ	

Fill out form below: (PLEASE LIST NAMES IN <u>ALPHABETICAL</u> ORDER.)

	Degree or	# of Years of	# of Years	# at	Full-	Part-time
	Diploma Earned	Working	Teaching	Other	time	
		Experience	at Your			
		in the	School			
List Faculty Names		Specialty				
Alsman, Cathy	M.S. Education	11	1	9		Х
Baker, Jerry	M.S. Ag Engnrng	27	1	27		X
Baker, William	MBA	4	2	2		X
Beeson, Howard	MBA	31	11	30		X
Brown, Kevin	MBA	3	2	0		Х
Carcare., Lawrence	JD	26	3	0		Х
Chay, Amanda	M.A. Counseling	6	2	0		Х
Cox, Jennifer	M.S. Cmmnctns	9	1	9		Х
Deemer, Rebecca	M.A. Commnctns	6	2	0		Х
Downey, Sidney	MBA	30	12	25		X
Fogarty, Chad	MBA	19	3	0		X
Foulkes, Bruce	M.A. Poli Sci	8	5	8		X
Idlewine, Sherry	MBA	24	8	24		X
Jones, Donlad	M.A. Poli Sci	5	2	5		X
Mark, Earl	Ph.D. Chemistry	40	4	9		Х
McGuire, Karen	MBA	13	1	13		Х
Newton, Carissa	MBA	6	1	0		Х
Painter, Michael	M.S. Education	9	2	9		Х
Pitman, Timothy	MBA	4	1	4		Х
Swarts, Karen	M.S. Rehab Admin	17	2	0		Х
Temple, Diana	MBA	7	1	7		Х
White, Larry	MBA	32	3	9		Х
Williams, Rebecca	M.A. Education	33	2	4		Х
Wright, J. E.	MBA	40	5	14		Х

# **INSTRUCTOR'S QUALIFICATION RECORD**

Instructions: Include <u>all</u> training/education applicable to current teaching assignments. This form will not be processed unless <u>all supportive documentation</u> required for review has been attached with this form (i.e., transcripts, copies of training certificates and letters identifying the precise nature of previous work and teaching experience, signed by a former direct supervisor.)

NAME:	Alsman	Cathy	Jean
	(Last)	(First)	(Middle)
NAME C	F INSTITUTION:		Northwood University
	ne Courses that `	You Teach in Program:	PSY 103 Personality and Adjustment, PSY 301

Source of Training/Education	Location	Area or subject of Training/Education		riod of ndance:
			From:	To·
Indiana State University	Terre Haute, IN	M.S. Educational Psychology	1994	1996
Indiana State University	Terre Haute, IN	B.S. Psychology	1992	1994
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	
Applicable Experience	plicable Experience Location Exact Natu		Employmen	
		Experience	P	eriod
			From:	To:
Northwood University	Terre Haute, IN	Adjunct Instructor	2004	Present
Ivy Tech State College	Terre Haute, IN	Program Chair/Human Srvcs.	1997	Present
Southwood Health Care	Terre Haute, IN	Director Alzheimer's Unit	1997	1997
Ivy Tech State College	Terre Haute, IN	Adjunct Instructor	1996	Present
Miller's Merry Manor	Sullivan, IN	Director of Social Services	1994	1997
Wabash Human Services	Sullivan, IN	Client Counselor	1993	1994

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NAME:	Baker	Jerry	Lavone
	(Last)	(First)	(Middle)
NAME O	F INSTITUTION:		Northwood University
Name the Courses that You Tea		ou Teach in Program:	MTH 333 Statistics, NSC 401 Environmental

Source of Training/Education	Location	Area of subject of Training/Education	Period of Attendance:	
a.i.i.g, _aaaaa.a.i		Training, Ladodiion	From:	To·
Purdue University	West Lafayette, IN	M.S. Agricultural Engineering	1972	1974
Purdue University	West Lafayette, IN	B.S. Agricultural Engineering	1967	1971
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	//////
Applicable Experience	able Experience Location Exact Na		Employment	
		Experience	Period	
		-	From-	To·
Northwood University	Terre Haute, IN	Adjunct Instructor	2004	Present
Ivy Tech State College	Terre Haute, IN	Adjunct Instructor	1998	Present
Indiana Air National Guard	Terre Haute, IN	Training Instructor	1995	Present
Virginia Polytechnic	Blacksburg, VA	Adjunct Instructor	1982	1983
Virginia College	Roanoke,VA	Adjunct Instructor	1984	1987
FAEC Ltd.	Floyd, VA	Systems Analyst	1985	1986
Private Consulting	Floyd, VA	Property Management	1983	1987
Virginia Polytechnic	Blacksburg, VA	Asst Prof-Ag Engineering	1978	1982

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NAME:	Baker	William		L.	
	(Last)	(First)		(Middle)	
NAME OF INSTITUTION:			Northwood University		
Name th	e Courses that Y	ou Teach in Program:	ECN 221 Microeconomics, EN	C 222	
Macroeconomics, MGT 310 Human Resource Management, MGT 312 Applied Management,					
MGT 480	Seminar II: Strateg	ic Planning	·		
	<u> </u>	_	_		

Source of	Location	Area of subject of	Period of
Training/Education		Training/Education	Attendance:
			From· To·
Indiana Wesleyan	Marion, IN	MBA	1993 1995
Indiana State University	Terre Haute, IN	B.S. Industrial Education	1975 1989
Spartan Aeronautics	Tulsa, OK	A&P FAA Certification	1981 1983
	//////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////
Applicable Experience	Location	Exact Nature of	Employment
		Experience	Period
			From To
Northwood University	Terre Haute, IN	Adjunct Instructor	2003 Present
USAF	Terre Haute, IN	Logistics Supervisor	2001 2004
Sony	Terre Haute, IN	Marketing Manager	1989 2001
Rockwell International	Columbus, OH	Aircraft Assembly	1983 1989

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NAME:	Beeson	Howard		
	(Last)	(First)		(Middle)
NAME OF INSTITUTION:			Northwood University	
Name th	e Courses that '	You Teach in Program:	MGT 230 Principles of M	lanagement, ECN 221
Microeco	nomics, ECN 222 N	Macroeconomics, FIN 310 Fina	ancial Management, MKT	208 Principles
of Market	ing, MGT 310 Hum	nan Resource Management		

Source of	Location	Area of subject of	Pe	eriod of
Training/Education		Training/Education	Atte	endance:
•		_	From	· то·
Butler University	Indianapolis, IN	MBA	1972	1974
Indiana University	Bloomington, IN	B.A. Business	1970	1972
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////
Applicable Experience	Location	Exact Nature of		oloyment
		Experience	-	Period
			From	· <u>To·</u>
Northwood University	Indianapolis, IN	Adjunct Instructor	1994	Present
Cobra Management	Indianapolis, IN	Consulting and Teaching	1978	Present
Indiana Vo-Tech College	Indianapolis, IN	Adjunct Instructor	1975	1985
	-	Corporate Vice President,		
		Sales Manger, Personnel		
Tube Processing Corp	Indianapolis, IN	Manager, Plant Manager	1974	Present

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NAME:	Brown	Kevin		
	(Last)	(First)	(Middle)	
NAME O	F INSTITUTION:	STITUTION: Northwood University		
Name the Courses that You Teach in Program: ECN 221 Microeconomics, ECN 222				
Macroeconomics, FIN 310 Financial Management, PHL 110 Philosophy of American Life and Business				

Source of	Location	Area of subject of	Per	riod of
Training/Education		Training/Education	Atte	ndance:
			From:	
University of Indianapolis	Indianapolis, IN	MBA	2000	2002
University of Indianapolis	Indianapolis, IN	B.A. Business Admin	1996	2000
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////
Applicable Experience	Location	Exact Nature of	Emp	loyment
		Experience	P	eriod
			From:	To:
Northwood University	Indianapolis, IN	Adjunct Instructor	2003	Present
Wells Fargo	Indianapolis, IN	Credit Manager	2002	Present
			1	

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NAME:	Carcare	Lawrence	Joseph
	(Last)	(First)	(Middle)
NAME O	F INSTITUTION:		Northwood University
Name the Courses that You Teach in Program:		ou Teach in Program:	LAW 201 Business Law, PHL 301 Business Ethics

Source of Training/Education	Location	Area of subject of Training/Education		riod of ndance:
		lin line	From:	<u>To·</u>
IU School of Law	Indianapolis, IN	JD	1992	1995
University of Notre Dame	South Bend, IN	BBA - Accounting	1975	1979
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////
Applicable Experience	Location	Exact Nature of	Employment	
		Experience	Pe	eriod
			From:	To:
Northwood University	Indianapolis, IN	Adjunct Instructor	2002	Present
Office of Indiana Atty Gen	Indianapolis, IN	Practicing law-litigation	2002	Present
Carcare Law	Indianapolis, IN	General law practice	1999	2002
City of Indianapolis	Indianapolis, IN	Practicing law-litigation	1997	1999
Various banks/S&L's	Various	Treasurer, controller	1982	1992
Arthur Andersen & Co.	Dallas, TX	CPA	1979	1982

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NAME:	Chay	Amanda	L.
	(Last)	(First)	(Middle)
NAME O	F INSTITUTION:		Northwood University
	e Courses that Y sychology	ou Teach in Program:	PSY 103 Personality and Adjustment, PSY 301

Source of Training/Education	Location	Area of subject of Training/Education	_	riod of ndance:
		1111	From:	
University of Cincinnati	Cincinnati, OH	M.A. Counseling	1997	1999
University of Indianapolis	Indianapolis, IN	B.A. Psychology	1993	1997
///////////////////////////////////////	///////////////////////////////////////		///////////////////////////////////////	///////
Applicable Experience	Location	Exact Nature of	Emp	loyment
		Experience	P	eriod
			From:	To:
Northwood University	Indianapolis, IN	Adjunct Instructor	2003	Present
Lifetime	Indianapolis, IN	Fitness Instructor	2003	Present
Amanda Chay Photography	Indianapolis, IN	Commercial Photography	2002	Present
Big Sisters	Indianapolis, IN	Adolescent Program Coord.	2001	2002
I.U. Child Protection		Child Abuse Program		
Program	Indianapolis, IN	Coordinator	1999	2000

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NAME:	Cox	Jennife	r L.	
	(Last)	(First	(Middle)	
NAME C	F INSTITUTIO	N:	Northwood University	
Name the Courses that You Teach in Program: Relations, ENG 320 Report Writing		•	ENG 301 Communications and Interpersonal	

Source of Training/Education	Location	Area of subject of Training/Education		iod of ndance:
			From:	
Indiana State University	Terre Haute, IN	M.S. Communications	1996	1998
Indiana State University	Terre Haute, IN	B.S. Communications	1971	1994
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////
Applicable Experience	Location	Exact Nature of	Empl	loyment
		Experience	Pe	eriod
			From:	To·
Northwood University	Indianapolis, IN	Adjunct Instructor	2004	Present
Ivy Tech State College	Terre Haute, IN	Instructor	2003	2003
St. Mary of the Woods Col	Terre Haute, IN	Adjunct Instructor	1998	Present
Indiana State University	Terre Haute, IN	Adjunct Instructor	1996	Present

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NAME:	Deemer	Rebecca		Ann
	(Last)	(First)		(Middle)
NAME C	F INSTITUTION:		Northwood University	
Name th	ne Courses that \	ou Teach in Program:	PSY 310 Applied Psychology,	, ENG 301
Commun	ication & Interperso	nal Relations, ENG 320 Repo	ort Writing	

Source of	Location	Area of subject of	Peri	iod of
Training/Education		Training/Education	Atten	dance:
			From:	To·
Ball State University	Muncie, IN	MA Communication Studies	2000	2003
University of Indianapolis	Indianapolis, IN	B.A. Psychology	1993	1997
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	//////
Applicable Experience	Location	Exact Nature of		oyment
		Experience		eriod
			From:	To:
Northwood University	Indianapolis, IN	Adjunct Instructor	2003	2005
		Accounting department project		
Novelty, Inc.	Greenfield, IN	manager	1998	2003
The Albany Reporter	Albany, Australia	Reporter	1999	1999

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NAME: Downey Sidney	J.
(Last) (First)	) (Middle)
NAME OF INSTITUTION:	Northwood University
Name the Courses that You Teach in Program:	ACC 221, 222 & 223 Accounting I, II, & III, FIN 301
Financial Management, FIN 355 Securities I, ECN 222 Management	acroeconomics, ECN 221 Microeconomics,
ECN 400 International Trade, MGT 312 Applied Manager	ment, MGT 310 Human Resource Management,
MGT 230 Principles of Management, MGT 344 Productio	n Management,
PHL 110 Philosophy of American Life and Business	

Source of Training/Education	Location	Area of subject of Training/Education	Period of Attendance	
Indiana University	Bloomington, IN	MBA - Mgt/Admin	<b>From</b> : 1972	<u>To·</u> 1975
High Point College	High Point, NC	B.A. Human Relations	1967	1970
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	/////
Applicable Experience		Exact Nature of	Employment	
ррошроо		Experience	-	riod
			From:	To:
Northwood University	Indianapolis, IN	Adjunct Instructor	1993	Present
Indiana Business College	Indianapolis, IN	Adjunct Instructor	1994	Present
Indiana Institute of				
Technology	Indianapolis, IN	Adjunct Instructor	2001	Present
Franklin College	Franklin, IN	Vice President of Finance	1988	1992
Maryville College	Maryville, TN	Vice President of Admin	1983	1988
University of Tennessee	Knoxville, TN	Fiscal Officer	1982	1983
Maryville College	Maryville, TN	Asst Prfsr of Business	1980	1982
Hope College	Holland, MI	Asst Prfsr of Econ & Business	1975	1980

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NAME:	Fogarty	Chad	
	(Last)	(First)	(Middle)
NAME C	F INSTITUTION:		Northwood University
	ne Courses that \	ou Teach in Program:	ECN 400 International Trade, ECN 221 Principles

Source of Training/Education	Location	Area of subject of Training/Education	Period of Attendance:	
			From:	To:
Indiana Wesleyan	Indianapolis, IN	MBA	1988	1991
Ball State University	Muncie, IN	Marketing	1972	1976
///////////////////////////////////////	///////////////////////////////////////		///////////////////////////////////////	//////
Applicable Experience	Location	Exact Nature of	Employment	
		Experience	Pe	riod
			From:	To·
Northwood University	Indianapolis, IN	Adjunct Instructor	2002	Present
Nestle Purina Petcare	Midwest	Sales Management	2003	Present
Nestle Ice Cream Company	Midwest	Sales Management	2002	2003
Nestle USA	Midwest	Sales Management	1991	2002
Carnation Company	Midwest	Sales Management	1976	1991
				•

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NAME:	Foulkes	Arthur		Elliott
	(Last)	(First)		(Middle)
NAME C	F INSTITUTION:		Northwood University	
Name th	e Courses that \	You Teach in Program:	PSC 201 Introduction to Ame	rican Government,
HIS 402 (	Contemporary Worl	d Issues, PHL 110 Philosophy	of American Life and Busine	SS

Source of	Location	Area of subject of	Period of Attendance:	
Training/Education		Training/Education		
_			From:	To:
Indiana State University	Terre Haute, IN	M.A. Political Science	1993	1996
Principia College	St. Louis, MO	B.A. Communications	1985	1988
///////////////////////////////////////	///////////////////////////////////////	/////////	///////////////////////////////////////	//////
Applicable Experience	Location	Exact Nature of	Employment	
		Experience	Pe	eriod
			From:	To·
Northwood University	Terre Haute, IN	Adjunct Instructor	2000	Present
Indiana State University	Terre Haute, IN	Adjunct Instructor	2000	Present
Ivy Tech State College	Terre Haute, IN	Adjunct Instructor	1997	2000
Self-employed	Terre Haute, IN	Property Management	1992	Present

# **INSTRUCTOR'S QUALIFICATION RECORD**

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NAME:	Idlewine	Sherry	Lynn		
	(Last)	(First)	(Middle)		
NAME O	F INSTITUTION:	Northwood Uni	versity		
Name th	Name the Courses that You Teach in Program: ECN 221 Microeconomics, ECN 222				
Macroeco	nomics, PHL 110 Phil	losophy of American Life in Business, MKT	√ 208 Principles of Marketing,		
MGT 344	Production Managem	ent, ENG 320 Report Writing, FIN 355 Sec	curities, MGT 479 Seminar I:		
Current To	ppics in Management	, PHL 301 Ethics, ENG 301 Communicatio	n and Interpersonal Relations,		
HIS 401 C	HIS 401 Contemporary World Issues, HUM 201 General Humanities				
			-		

Source of Training/Education	Location	Area of subject of Training/Education	Period of Attendance:		
		_	From		
University of Indianapolis	Indianapolis, IN	MBA	1981	1984	
University of Indianapolis	Indianapolis, IN	B.A. Bus Admin/Music	1977	1981	
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	
Applicable Experience	Location	Exact Nature of Empl		oloyment	
		Experience	P	eriod	
			From	To:	
Law firm of Aline Anderson	Indianapolis, IN	Legal administration	1993	Present	
Indianapolis Police Dept.	Indianapolis, IN	Trainer	1986	1996	
Northwood University	Indianapolis, IN	Adjunct Instructor	1997	Present	
Oakland City University	Indianapolis, IN	Adjunct Instructor	1994	Present	
D. C. C. L. C. C.	Indianapolis, IN	Adjunct Instructor	1991	1993	
Bristol University	In alanapono, n				
Bristol University Lockyear College	Indianapolis, IN	Adjunct Instructor	1981	1991	
<u> </u>		Adjunct Instructor	1981	1991	

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NAME:	Jones	Donald	Steven	
	(Last)	(First)	(Middle)	
NAME C	F INSTITUTION	:	Northwood University	
	ne Courses that Contemporary Wor	You Teach in Program: ld Issues	PSC 201 Introduction to American Government,	

Source of Training/Education	Location	Area of subject of Training/Education	Period of Attendance:	
			From:	
Ball State University	Muncie, IN	M.A. Political Science	1998	2001
Ball State University	Muncie, IN	B.S. Poli Sci/Criminal Just.	1990	1994
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////
Applicable Experience	Location	Exact Nature of	Employment	
		Experience	Р	eriod
			From:	To:
Northwood University	Muncie, IN	Adjunct Instructor	2003	Present
Ivy Tech State College	Muncie, IN	Adjunct Instructor	2000	Present
Pendleton Correctional Fclty	Pendleton, IN	Officer/Counselor	1996	Present
Delaware County				
Correctional Fclty	Muncie, IN	House Arrest Officer	1994	1996

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NAME: Mark (Last)	Earl (First)		L. (Middle)
NAME OF INSTITUTION:	,	Northwood University	(ivildale)
Name the Courses that \	ou Teach in Program:	MTH 333 Statistics, NSC	401 Environmental Science

Source of	Location	Area of subject of	Peri	od of
Training/Education	g/Education Training/Edu		Attendance:	
			From:	To·
University of Idaho	Moscow, ID	Ph.D. Chemistry/Physics	1965	1969
Weber State College	Ogden, UT	B.S. Chemistry/Math	1959	1965
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	//////
Applicable Experience	Location	Exact Nature of	Employment	
		Experience	Pe	riod
			From:	To·
Northwood University	Indianapolis, IN	Adjunct Instructor	2001	Present
ITT Technical Institute	Indianapolis, IN	Adjunct Instructor	1996	Present
American Analytical Lab	Indianapolis, IN	Director of Testing Lab	1993	2000

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NAME:	McGuire	Karen		Sue
	(Last)	(First)		(Middle)
NAME C	F INSTITUTION:		Northwood University	
Name the Courses that You Teach in Program: MGT 310 Human Resource Management, MGT 312 Applied Management, MGT 480 Seminar II: Strategic Planning			lanagement,	
			-	
	T T T T T T T T T T T T T T T T T T T	,	<u>-</u>	

Source of	Location	Area of subject of	Per	iod of
Training/Education		Training/Education	Atten	dance:
			From:	To·
Indiana Wesleyan				
University	Marion, IN	MBA	1992	1994
St Mary of the Woods Col	Terre Haute, IN	B.A. Business Admin	1988	1992
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	//////
Applicable Experience	Location	Exact Nature of	Empl	oyment
		Experience	Pe	riod
			From-	To·
Northwood University	Terre Haute, IN	Adjunct Instructor	2004	Present
Indiana Business College	Terre Haute, IN	Instructor	1992	Present

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NAME:	Newton	Carissa			
	(Last)	(First)		(Middle)	
NAME O	F INSTITUTION:_		Northwood University		
Name the Courses that You Teach in Program:			MGT 310 Human Resource Management		
	ource of	Location	Area of subject of	Period of	

Source of	Location	Area of subject of	Pei	riod of
Training/Education		Training/Education	Atte	ndance:
			From:	
Anderson University	Anderson, IN	MBA	2001	2003
Northwood University	Indianapolis, IN	B.B.A. Management	1999	2000
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////
Applicable Experience	Location	Exact Nature of	Emp	loyment
		Experience	P	eriod
			From:	To:
Northwood University	Indianapolis, IN	Adjunct Instructor	2004	Present
American United Life		Management/Marketing		
Insurance Company	Indianapolis, IN	Course Facilitator	1999	Present
			+	
			I	

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NAME:	Painter	Michael	A.	
	(Last)	(First)	(Middle)	
NAME C	F INSTITUTION:		Northwood University	
Name th	e Courses that \	ou Teach in Program:	PSY 310 Applied Psychology, HUM 201 (	General
Humanities, PHL 110 Philosophy of American Life and Business				

Source of Training/Education	Location	Area of subject of Training/Education	Atte	riod of ndance:
Indiana University	Indianapolis, IN	M.S. Education	<u>From·</u> 1971	<u>To·</u> 1973
Indiana University	Indianapolis, IN	B.S. Education	1967	1971
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////
Applicable Experience	Location	Exact Nature of	Employmen	
		Experience	P	eriod
		•	From-	To-
Northwood University	Indianapolis, IN	Adjunct Instructor	2003	Present
Indiana Institute of Tech	Indianapolis, IN	Adjunct Instructor	2000	Present
Ivy Tech State College	Indianapolis, IN	Adjunct Instructor	1997	Present
Try Tech State College	maianapono, m			
,	Indianapolis, IN	Adjunct Instructor	1996	2003
Indiana Business College	,	,	1996	2003
,	,	,	1996	2003

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NAME:	Pitman	Timothy		W.
	(Last)	(First)		(Middle)
NAME O	F INSTITUTION:		Northwood University	
Name th	e Courses that Y	ou Teach in Program:	MGT 310 Human Resource Ma	anagement, MGT 312
Applied M	lanagement, PHL 1	10 Philosophy of American Li	fe and Business, MGT 480 Ser	minar II:
Strategic	Planning, PSY 301	Applied Psychology		

Source of	Location	Area of subject of	Per	riod of
Training/Education		Training/Education	Atter	ndance:
			From:	
Baker University	Topeka, KS	MBA	1998	2000
Upper Iowa University	Fayetteville, IA	B.S. Human Services	1992	1994
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	//////
Applicable Experience	Location	Exact Nature of	Empl	loyment
		Experience	Pe	eriod
			From:	To·
Northwood University	Muncie, IN	Adjunct Instructor	2004	Present
Indiana Business College	Muncie, IN	Director of Education	2002	Present
Indiana Wesleyan Univ.	Marion, IN	Adjunct Instructor	2001	Present
National American Univ.	South Dakota	On-line Adjunct Instructor	2001	Present

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NAME:	Swarts	Karen	
	(Last)	(First)	(Middle)
NAME O	F INSTITUTION:		Northwood University
Name the	e Courses that Y	ou Teach in Program:	PSY 103 Personality and Adjustment, PSY 301
Applied Ps	sychology, ENG 31	0 Communication and Interp	ersonal Relations

Source of	Location	Area of subject of	Per	iod of
Training/Education		Training/Education	Atter	dance:
_		_	From:	To:
Southern Illinois University	Carbondale, IL	M.S. Rehabilitation Admin	1992	1996
Indiana University	Bloomington, IN	B.A. Sociology	1972	1975
Purdue University	W. Lafayette, IN	Design/Psychology	1971	1972
///////////////////////////////////////			///////////////////////////////////////	
Applicable Experience	Location	Exact Nature of	Employment	
		Experience	Pe	eriod
			From-	To·
Northwood University	Indianapolis, IN	Adjunct Instructor	2003	Present
		Rehab counselor, central		
		office administrator and field		
		supervisor. Includes		
		personnel, training, budgeting		
		and collaborative work with		
		community agencies,		
Vocational Rehabilitation	Indianapolis, Kokomo,	educational institutions,		
Services	Marion, IN	federal/state agencies.	1988	Present
	·			

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NAME:	Temple	Diana		Marie
	(Last)	(First)		(Middle)
NAME O	F INSTITUTION:		Northwood University	
Name th	e Courses that \	ou Teach in Program:	ENG 121 Composition I, ENG	122 Composition II,
ENG 260	Business Writing, E	ENG 301 Communications and	d Interpersonal Relations	

Source of	Location	Area of subject of	Pei	riod of
Training/Education		Training/Education	Atte	ndance:
			From:	To·
Indiana Wesleyan Univ	Marion, IN	MBA	1989	1991
Indiana Wesleyan Univ	Marion, IN	B.S. Business	1992	1994
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	
Applicable Experience	Location	Exact Nature of	Emp	loyment
		Experience	P	eriod
			From:	To:
Northwood University	Indianapolis, IN	Adjunct Instructor	2004	Present
Indiana Business College	Indianapolis, IN	Instructor	1998	Present
Indianapolis Power & Light	Indianapolis, IN	Customer Service	1980	1998
Edward H. Schmidt & Sons	Indianapolis, IN	Customer Service	1972	1980

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NAME:	White	Larry		G
	(Last)	(First)		(Middle)
NAME O	F INSTITUTION	l:	Northwood University	
Name the	e Courses that	You Teach in Program:	PSC 201 Intro to American Go	vernment, ECN 221
Principles	of Microeconomi	cs, ECN 222 Principles of Macr	roeconomics, MGT 312 Applied	Management,
HIS 402 C	ontemporary Wo	rld Issues, MGT 479 Seminar 1	: Management Topics, ECN 40	0 International
Trade, MG	T 230 Principles	of Business Management, MG	T 480 Seminar 2: Strategic Plan	nning

Source of Training/Education	Location	Area of subject of Training/Education	Period of Attendance: From: To:	
Central Indiana Small				
Business Development		Certification-NX Level		
Center	Indianapolis, IN	Entrepreneurship Training	2003	2003
Indiana University	South Bend, IN	MBA - Mgt/Admin	1981	1986
Indiana University	Indianapolis, IN	B.A. Econ & Poli Sci	1969	1973

///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	
Applicable Experience	Location	Exact Nature of Experience	Employment Period	
			From:	To:
Northwood University	Indianapolis, IN	Adjunct Instructor	2002	Present
Indiana Tech	Indianapolis, IN	Adjunct Instructor	1996	Present
NX Level Instructor	Indianapolis, IN	Adjunct Instructor	2003	2000
Viking Air Tools	Mooresville, IN	National Sales Manager	1998	2000
Big Boy Products	Warsaw, IN	Marketing Director	1988	1993
Uni-Motive Chassis	Mishawaka, IN	VP Sales & Marketing	1979	1988
Accurate Products	Indianapolis, IN	National Sales Manager	1973	1979

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NAME:	Williams	Rebecca		G.
	(Last)	(First)		(Middle)
NAME O	F INSTITUTION:		Northwood University	
Name the Courses that You Teach in Program:		ENG 320 Report Writing		

Source of Training/Education	Location	Area of subject of Training/Education	Period of Attendance:	
De De ver Heimereite	One and a state that	NA A Falsostics	From:	<u>To:</u>
DePauw University	Greencastle, IN	M.A. Education	1974	1977
Indiana State University	Terre Haute, IN	B.S. Education	1961	1971
///////////////////////////////////////	///////////////////////////////////////		///////////////////////////////////////	//////
Applicable Experience	Location	Exact Nature of	Empl	oyment
		Experience	Period	
			From:	To·
Northwood University	Terre Haute, IN	Adjunct Instructor	2003	Present
Indiana State University	Terre Haute, IN	English Instructor	2001	Present
The Company Coffee, In.	Terre Haute, IN	Retail Management	1989	2000
The Canister, Inc.	Terre Haute, IN	Purchasing/General Mgt.	1986	1991
THE Corporation	Terre Haute, IN	Office Manager	1982	1986
Vigo County School Corp	Terre Haute, IN	English Instructor	1972	1982
vigo County School Corp	Torro Hadio, III			
vigo County School Corp	Torre riadio, in			
vigo county School Corp	Tone Haute, in			

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NAME: Wright	J.	E.	
(Last)	(First)	(Middle)	
NAME OF INSTITUTION:  Northwood University			
Name the Courses that Yo	u Teach in Program: FI	N 301 Financial Management, FIN 355 S	ecurities,
ECN 222 Macroeconomics, MC	GT 344 Production Manageme	ent, ECN 400 International Trade, MTH 33	33
Statistics			

Source of	Location	Area of subject of	Period of	
Training/Education		Training/Education	Attendance:	
_			From:	To:
CPA License	Indianapolis, IN	CPA Training	2002	2003
Ball Sate University	Muncie, IN	MBA - Business/Accounting	1988	1991
Indiana University	Richmond, IN	BA - Business	1985	1988
Tennessee Tech University	Cookeville, TN	Finance-Accounting	1962	1965
///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////////////////////////////////////	///////
Applicable Experience	Location	Exact Nature of	Employment Period	
		Experience		
		-	From:	To-
Northwood University	Indianapolis, IN	Adjunct Instructor	2000	Present
		Full-time Instructor -		
		Accounting, Tax, Auditing,		
Indiana Business College	Muncie, IN	Payroll	1991	Present
			1	